

City of Chattanooga, TN
Personnel Class Specification

CLASS CODE 0745

FLSA: Non-Exempt

CLASSIFICATION TITLE: TRAFFIC ELECTRICIAN APPRENTICE

PURPOSE OF CLASSIFICATION

The purpose of this classification is to assist traffic electricians with installation and maintenance of traffic control devices and related equipment.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Assists in installing, repairing, removing, replacing, activating, upgrading, and/or maintaining traffic control devices and related equipment, which may include controllers, signals, school flashers, cabinets, conductors, loop detectors, radar detectors, guide wires, mast arms, steel poles, wooden poles, and related hardware.

Assists with construction of new traffic signals, which may include building forms and templates, building control panels and cabinets, assembling/installing signs and signals, or prefabricating fixtures/signs for installation.

Assists with installation of electrical services; removes old electrical wiring as needed; assists in maintaining wiring in manholes; assists with general wiring of city equipment/yards.

Sets up work zones for work areas; places traffic/safety cones; flags/directs traffic.

Assists in performing various skilled/manual tasks associated with department projects, which may include troubleshooting electrical problems, pouring/finishing concrete, setting steel poles and wooden poles, setting/wiring cabinets, wiring fixtures and buildings, testing electric circuits, removing existing equipment or malfunctioning devices, hanging fixtures, running electrical cables, installing conduits and guide wires, rigging pulleys, bending/shaping conduit, cutting/threading conduit, cutting/breaking up concrete, welding metal parts, straightening bent fixtures, drilling/punching holes, sanding/painting fixtures and cabinets, checking gas/oxygen levels in manholes, or digging trenches.

Operates a variety of machinery, equipment, and tools associated with department projects, which includes a bucket truck, lift truck, winch truck, signal controller, vehicle detector, cable trailer, wire reel, generator, air compressor, grinder, lacing machine, pipe threader, welder, cutting torch, solder gun, chain hoist, drill, drill

press, table saw, concrete saw, jackhammer, hydraulic bender, conduit benders, hole punch, impact wrench, volt ohmmeter, electrician tools, mechanic tools, and diagnostic instruments.

Inspects/tests machinery, equipment and parts for proper operations; makes adjustments, repairs or replacements as appropriate; reports problem situations.

Performs general cleaning/maintenance tasks necessary to keep vehicles, equipment, and tools in operable condition, which may include inspecting equipment, checking fluid levels, replacing fluids, lubricating equipment, replacing parts, cleaning equipment, and cleaning work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

Follows safety procedures, utilizes safety equipment, and monitors work environment to ensure safety of employees and other individuals.

Determines and assembles appropriate equipment, materials, tools, parts, or supplies needed to complete projects; monitors inventory levels of parts, tools, and supplies; initiates requests for new or replacement materials.

Prepares or completes various forms, correspondence, reports, logs, work orders, material lists, supply receipts, and other documents.

Receives various forms, reports, work orders, supply receipts, blueprints, electrical diagrams, controller setup charts, specifications, code books, manuals, reference materials, or other documentation; reviews, processes, forwards or retains as appropriate.

Communicates with supervisor, employees, other departments, contractors, utility companies, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Communicates via telephone and/or two-way radio; provides information and assistance; takes and relays messages or directs calls to appropriate personnel; returns calls as necessary.

ADDITIONAL FUNCTIONS

Picks up supplies or materials as needed.

Provides assistance to other employees or departments as needed.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by vocational/technical training in an accredited electrical apprentice program; supplemented by 5 months previous experience and/or training as an electrician helper; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee Driver's License.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

Human Interaction: Requires the ability to exchange information for the purpose of clarifying details within well established policies, procedures and standards.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, humidity, rain, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, toxic agents, violence, disease, or pathogenic substances.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.